HEALTH AND SAFETY TRAINING

OPEN COURSES

COMPANY SPONSORED OPTIONS

SUPPORT SERVICES

ISSUE: 24/06/2026

PETA®

ASPIRE TO LEARN ▸ APPLY TO ADVANCE

Welcome...

PETA offers over 200 courses and apprenticeship programmes in the most sought-after professional, digital and technical skillsets – from management training to health and safety qualifications, IT skills and engineering.

Today, PETA is one of the largest and most respected training providers on the south coast and we will continue to build on this reputation, transforming careers and building the next generation of business leaders and technical experts.

Our directory reflects a wide and increasingly flexible range of training, learning and development solutions. From short courses, tailored or bespoke training, webinars through to qualification-led outcomes including apprenticeships and advisory and consultancy services, we can offer a tailored service that aligns to the needs and requirements of your business. These can be delivered at customer's locations or in our dedicated training centres which are designed to create a quality environment for learning.

On behalf of all the team at PETA, we look forward to supporting your people development experience which we hope will lead to enhanced performance and you can join us in our belief of Aspiring to Learn and Applying to Advance yourself and your business.

Fiona Stilwell

CEO

Why Partner with PETA?

OUR PURPOSE

Our purpose is to create fair opportunities for young people to advance from education to employment and help local businesses champion personal development as a means of driving commercial growth.

We invest in people and support them in their aspiration to be the very best they can be, for themselves, their careers and for the businesses they work in.

Our Vision is to build the next generation of engineers, technical experts and business leaders and create a world where people training is at the forefront of business strategy.

OUR VALUES

ASPIRE - We whole-heartedly support our customers in their aspirations to grow by developing the skills they need to get there

LEARN - We always listen, learn and question the norm to create new best practices and encourage a lifelong passion for learning

APPLY - We champion the application of learning and its impact on business prosperity and personal growth

ADVANCE - We give local businesses and people a voice in how adult education and training should advance to best meet their personal and commercial needs

AGILE LEARNING SOLUTIONS

Our learning and development solutions offer a range of agile, adaptable and impactful courses. Training is flexible, so it works in harmony with busy work across a wide range of topics and delivery options:

- Short taught courses combined with pre- and post-course eLearning modules
- eLearning solutions covering Corporate and Apprenticeship programmes
- Qualification and endorsed programmes from respected organisations
- Tailored corporate courses aligned to your specific needs, business context and goals including blended learning options
- Coaching options, facilitating insights and perspective in establishing the conditions for behavioural and skills development
- Mentoring through advisory services in Safety, HR, Training, Lean and IT initiatives

Programmes can be delivered at our Portsmouth Training Centre or at your business premises on a date and time to suit you. Many of our courses offer multiple bookings discounts, enabling you to get the best from your learning and development budget.

Our team are on hand to help you to select the right training, learning and development for your business – all part of our service and commitment to you.

ADVISORY SERVICES

Tailored support from a trained professional to help you tackle key projects or day-to-day essentials in Safety, HR, Training and Business Improvement.

MEMBERSHIP

Enjoy discounts of 15% or more, the opportunity to attend key events for free and a whole host of other benefits as part of the PETA business community.

APPRENTICESHIP AND MANAGED SERVICES

Our Apprentice recruitment and Managed Service solutions help you to get the very best from your levy and access co-investment funds where applicable.

VENUE HIRE - BOOK OUR FACILITIES

Our amazing venue at Access Point is equipped with a range of conference rooms and our renowned Conference Room, perfect for awards ceremonies and prestigious events. Members get a 20% discount on our standard room hire rates.

Keep in contact with us at:

- www.peta.co.uk
- www.facebook.com/PETA.Training
- www.linkedin.com/company/peta-ltd
- www.twitter.com/PETA_training

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Technical Skills

Health & Safety Training

Industry Approved Courses

Selecting training that is rigorous in content and in adherence with quality standards is vital. This is why PETA chooses to work with the most respected and recognized Health and Safety institutes in the country.

The following section outlines our accredited training courses. Contact our Health and Safety team for more information and to discuss the best option for your business.

NEBOSH GOLD LEARNING PARTNER & IOSH

NEBOSH and IOSH are widely recognized as the leaders in occupational Health and Safety training and PETA are proud to be recognised as a Gold NEBOSH Learning Partner.

QUALSAFE

Qualsafe (Ofqual regulated) aligns perfectly with our commitment to deliver the highest quality training in First Aid and Safety courses.

CCNSG

The Client Contractor Safety Group (CCNSG) passport is the main scheme for the engineering and construction industry.

nebosh Accredited centre 122

National Examination Board in Occupational Safety and Health

iosh

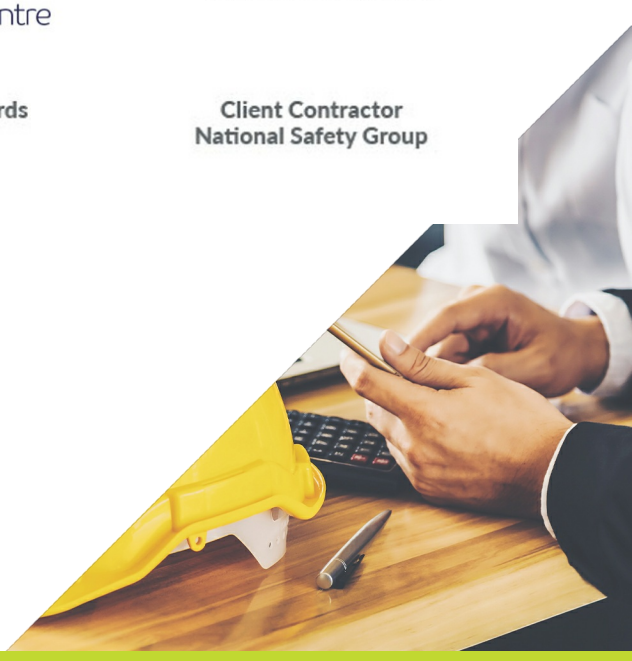
Institution of Occupational Safety and Health

qualsafe registered centre No: 0906430

Qualsafe Awards

CCNSG Client Contractor National Safety Group

Client Contractor National Safety Group



NEBOSH National General Certificate in Occupational Health and Safety

The internationally recognised Health and Safety qualification for safety professionals

Duration	11.5 day - once per week	
Fees (+ VAT)	Member	£2,223.00
	Non-Member	£2,615.00
Start Date(s)	2026	2027
	16 September	17 March
	9 December	16 June

RELATED COURSES

- NEBOSH Certificate in Fire Safety
- NEBOSH Certificate in Environmental Management

BOOK ONLINE »

WHO IS IT FOR?

NEBOSH is the qualification of choice for those tasked with health and safety advisory and management responsibilities. Combining risk assessment, control, auditing, analysis, accident prevention, reporting and practical applications, this course will provide the knowledge and practical skills needed to support workplace safety.

PLEASE NOTE

**THIS COURSE TAKES PLACE OVER AN ELEVEN WEEK PERIOD - ONCE A WEEK, WITH AN EXAM IN THE TWELFTH WEEK. No previous health and safety knowledge is required, however, the standard of English must be such that delegates can both understand and articulate the concepts contained in the syllabus. NEBOSH suggest that at least 40 hours of private study time is allocated, in addition to the taught component. This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

GNC1: Management of health and safety

- Why we should manage workplace health and safety
- How health and safety management systems work and what they look like
- Managing risk – understanding people and processes
- Health and safety monitoring and measuring

GNC2: Risk assessment

- Physical and psychological health
- Musculoskeletal health
- Chemical and biological agents
- General Workplace issues
- Work equipment
- Fire
- Electricity

NEBOSH Certificate in Fire Safety

Ensuring your employees route to safety in the event of a fire

Duration	6.5 day - once per week	
Fees (+ VAT)	Member	£1,397.00
	Non-Member	£1,643.00
Start Date(s)	2026	2027
	24 September	25 March

RELATED COURSES

- NEBOSH Certificate in Environmental Management
- NEBOSH National General Certificate in Occupational Health and Safety

BOOK ONLINE »

WHO IS IT FOR?

The NEBOSH Certificate in Fire Safety is the ideal choice for Facilities and Health and Safety Managers, Health and Safety Officers or anyone taking responsibility for conducting and managing fire risk assessments in business. It sets out clearly the steps and methods for reducing the potential for an incident related to fire.

PLEASE NOTE

THIS COURSE TAKES PLACE OVER A SIX WEEK PERIOD - ONCE A WEEK, WITH AN EXAM IN THE SEVENTH WEEK No previous health and safety knowledge is required, however the standard of English required must be such that delegates can both understand and articulate the concepts contained in the syllabus. NEBOSH suggest that at least 20 hours of private study time is allocated in addition to the taught component. This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

FSC1: Fire safety and risk management

- Managing fire safety
- Principles of fire and explosion
- Fire protection in buildings
- Safety of people in the event of fire
- Fire safety risk assessment

FSC2: Fire safety practical application

- Risk assessment in a work context

NEBOSH Certificate in Environmental Management

Your business commitment to environmental credibility under the NEBOSH brand

Duration	6.5 day - once per week	
Fees (+ VAT)	Member	£1,397.00
	Non-Member	£1,643.00
Start Date(s)	2026	2027
	29 July	21 January 22 July

RELATED COURSES

- NEBOSH National General Certificate in Occupational Health and Safety
- NEBOSH Certificate in Fire Safety

BOOK ONLINE »

WHO IS IT FOR?

Aimed at those who have responsibility for managing environmental issues as part of their day-to-day duties. This course focuses on environmental law and environmental management systems, in a manner that enables the policy and practical implications to be considered and applied.

PLEASE NOTE

THIS COURSE TAKES PLACE OVER A SIX WEEK PERIOD - ONCE A WEEK, WITH AN EXAM IN THE SEVENTH WEEK No previous environmental knowledge is required, however the standard of English required must be such that delegates can both understand and articulate the concepts contained in the syllabus. NEBOSH suggest that at least 25 hours of private study time is allocated in addition to the taught component. This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more

COURSE OVERVIEW

EMC1: Environmental Management – Open book exam

- Foundations in Environmental Management
- Environmental management systems
- Assessing Environmental aspects and impacts
- Planning for and dealing with environmental emergencies
- Control of emissions to air
- Control of environmental noise
- Control of contaminations to water sources
- Control of waste and land use
- Sources and use of energy and energy efficiency

EMC2: Assessing Environmental Aspects and associated Impacts

- Practical assessment

NEBOSH HSE Certificate in Managing Stress at Work

The internationally recognised Health and Safety qualification for safety professionals

Duration	1 day	
Fees (+ VAT)	Member	£268.00
	Non-Member	£315.00
Start Date(s)	2026	2027
	3 August	7 January
	12 October	5 March

BOOK ONLINE »

WHO IS IT FOR?

This qualification provides managers, HR teams, and health and safety professionals with the knowledge and practical tools needed to effectively recognise, assess, and reduce work-related stress across their organisation. Delegates gain a strong understanding of the relationship between stress, pressure, and mental health, along with the legal responsibilities employers must meet to protect their workforce.

PLEASE NOTE

This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

Through a structured framework aligned with the HSE Management Standards, participants learn how to identify the causes of workplace stress, spot early warning signs, and assess risks to the correct standard. The course also focuses on implementing meaningful interventions—equipping teams to reduce stressors, support affected employees and create long-term improvements in workplace wellbeing.

By building valuable in-house capability, this qualification helps organisations cultivate a safer, healthier working environment with higher morale, improved productivity, and reduced stress-related absence. It ensures your business is confident, compliant, and proactive in managing one of the most significant challenges facing modern workplaces.

IOSH Approved Safety For Executives and Directors

A critical preventative strategy to reduce the risk to your business reputation and wellbeing

Duration	1 day	
Fees (+ VAT)	Member	£346.00
	Non-Member	£407.00
Start Date(s)	2026	2027
	25 August	11 March
	2 December	3 June

BOOK ONLINE »

WHO IS IT FOR?

Many cases brought to prosecution by the HSE are directly attributable to failures of leadership to manage health and safety. This course is for senior level management with responsibility for setting the strategy and leading safety in business.

PLEASE NOTE

This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

- Role of Senior Executives and Directors
- Financial implications of accidents and ill-health
- UK legislation
- Court outcomes; prosecutions and punishment
- The HSG65 model:
  - Plan (policy/risk assessment/emergency planning/consultation)
  - Do (risk profiling/communication/trainin supply chain)
  - Check (measuring performance/accident causation/investigation/auditing
  - Act (the importance of strong leadership/safety management/continuous improvement)
- Managing corporate risk; a positive culture
- Implementing practical systems

IOSH Managing Safely

Guide your teams with positive safety behaviour

Duration	3 day - once per week	
Fees (+ VAT)	Member	£958.00
	Non-Member	£1,127.00
Start Date(s)	2026	2027
	27 August	2 February
	5 October	13 April
	3 December	16 June

RELATED COURSES

- NEBOSH National General Certificate in Occupational Health and Safety
- NEBOSH Certificate in Fire Safety

BOOK ONLINE »

WHO IS IT FOR?

For managers or supervisors who are required to take a lead role in promoting health and safety, this course will educate delegates as to their responsibilities in managing safety as part of their management duties.

PLEASE NOTE

**THIS COURSE TAKES PLACE OVER A THREE WEEK PERIOD - ONCE A WEEK. A RISK ASSESMENT PROJECT IS THEN SUBMITTED TWO WEEKS AFTER THE END OF THE TRAINING.
** This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

- Introducing Managing Safely
- Assessing risks
- Controlling risks
- Understanding responsibilities
- Identifying hazards
- Investigating accidents and incidents
- Measuring performance

IOSH Managing Safely Refresher

Guide your teams with positive safety behaviour

Duration	1 day	
Fees (+ VAT)	Member	£346.00
	Non-Member	£407.00
Start Date(s)	2026	2027
	28 July	19 January
	3 September	27 May

RELATED COURSES

- NEBOSH National General Certificate in Occupational Health and Safety
- NEBOSH Certificate in Fire Safety

BOOK ONLINE »

WHO IS IT FOR?

This course is designed for delegates that have previously attended the full IOSH Managing Safely course and is an opportunity to refresh the key parts of Managing Safely, through an engaging and practical one day course. Our focus emphasises on a Plan-Do-Check-Act safety and health management system.

PLEASE NOTE

**A copy of the previous IOSH Managing Safely certificate will be required, in order to validate attendance. ** This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

- Thinking back – reflect on knowledge gained from the full course
- Leadership – Why leadership is important and how to create a positive safety culture
- Plan – Health and Safety Policy
- Do – Risk Assessment exercise
- Check – Look at data types and what can be measured
- Act – Reviewing performance

IOSH Working Safely

Stepping up and contributing to a safe and healthy workplace

Duration	1 day	
Fees (+ VAT)	Member	£196.00
	Non-Member	£230.00
Start Date(s)	2026	2027
	17 August	23 February
	16 November	13 May

RELATED COURSES

- Manual Handling Awareness
- Qualsafe Level 2 Award in Principles of Risk Assessment (RQF)

BOOK ONLINE »

WHO IS IT FOR?

Ideal for individuals with no prior formal health and safety training, this straight-talking, highly practical workshop covers all the skills and knowledge required in order to learn the basic principles of working in and contributing to a safe and healthy working environment.

PLEASE NOTE

This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

- Introducing Working Safely
- Defining hazard and risk
- Identifying 22 common hazards
- Improving safety performance

Health and Safety for Work Placement Personnel [Virtual Delivery]

Provide a safe and healthy environment for 'Work Experience' placements

Duration	**2 days**	
Fees (+ VAT)	**Member**	**£435.00**
	Non-Member	**£512.00**
Start Date(s)	2026	2027
	10 August	

RELATED COURSES

- IOSH Managing Safely
- NEBOSH National General Certificate in Occupational Health and Safety

BOOK ONLINE »

WHO IS IT FOR?

This course is tailored to those who are responsible for assessing and securing suitable work placement opportunities for young people, who are supported by legislation governing how they should be protected from risks in the workplace.

COURSE OVERVIEW

- Health and safety matters for young people at work
- The essential role and responsibilities of the:
  - Placement Officer
  - Employer
- Common hazards found at work
- Principles of risk assessment
- Effective communications and education

Qualsafe Level 2 Award in Principles of Risk Assessment (RQF)

Keeping your safety in focus and risk controls current

Duration	1 day	
Fees (+ VAT)	Member	£343.00
	Non-Member	£403.00
Start Date(s)	2026	2027
	15 December	22 June

RELATED COURSES

- Qualsafe Level 2 Award in Principles of COSHH (RQF)

BOOK ONLINE »

WHO IS IT FOR?

This course introduces practical steps to risk assessment and works well for those new to or requiring a refresher in risk assessment.

PLEASE NOTE

This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

- Legal requirements for assessments
- Causes; fatalities, injuries, ill health
- Moral, legal and economic considerations
- Key terms;
  - Accident, near miss, accident triangle
  - Hazard, risk, risk assessment
  - Risk control hierarchy
  - Suitable and sufficient, competence
- Accident and ill health prevention
- The principles of risk assessment
- The legal requirements for risk assessment
- Risk assessment - a simple process
- Occupational, environmental and human factors
- Methodology to prioritise risks
- Recording risk assessment and outcomes

Qualsafe Level 2 Award in Principles of COSHH (RQF)

Reducing exposure and protecting health

Duration	1 day	
Fees (+ VAT)	Member	£343.00
	Non-Member	£403.00
Start Date(s)	2026	2027
	7 July	15 February
	6 October	20 July

RELATED COURSES

- IOSH Working Safely

BOOK ONLINE »

WHO IS IT FOR?

This course offers a foundation to those responsible for conducting risk assessments in environments where hazardous materials exists, to support the prevention of accidents or incidents that could harm employee wellbeing.

PLEASE NOTE

This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

- Why and how risk assessments contribute to the safe use of hazardous substances
- Hazards and risk; recognising the difference
- Different forms of hazardous substances
- Exposure or release of hazardous substances; impacts and effects that may arise
- How hazardous substances can enter the body
- How risk assessments reduce accidents and ill health at work
- The five step process of risk assessment
- Precautions and procedures properly controlled
- Control hierarchy; safe use, handling, storage, transportation and disposal of substances hazardous to health
- Information to refer to for safe identification and use of hazardous substances
- General procedures for dealing with an incident involving hazardous substances

Qualsafe Level 2 Award in Understanding Mental Health in the Workplace (RQF)

Recognise and support mental health wellbeing

Duration	1 day	
Fees (+ VAT)	Member	£324.00
	Non-Member	£381.00
Start Date(s)	2026	2027
	4 August	9 February
	30 November	10 May

BOOK ONLINE »

WHO IS IT FOR?

This qualification is designed for anyone aged 16 or over who wants to build a solid understanding of mental health, increase their awareness, and play an active role in supporting colleagues in the workplace. It provides a practical introduction to the importance of positive mental health and wellbeing, helping learners recognise early signs of common mental health conditions and understand how to offer appropriate support through listening, reassurance, and effective signposting to professional services.

PLEASE NOTE

This is a Certificated course (Qualsafe). This qualification is valid for a period of 3 years. The learner needs to retake the qualification before the certificate expiry date to remain qualified. This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

Participants will explore their responsibilities within the workplace, including relevant legislation, and gain clarity on the roles involved in mental health support. The course also introduces the Mental Health First Aid at Work Action Plan, enabling learners to respond confidently and appropriately when colleagues may be struggling.

This Qualsafe qualification is valid for three years and equips individuals with essential awareness skills that contribute to a safer, more supportive, and more inclusive working environment.

Qualsafe Level 3 Award in Mental Health First Aid in the Workplace (RQF)

Recognise and support mental health wellbeing

Duration	2 days	
Fees (+ VAT)	Member	£394.00
	Non-Member	£464.00
Start Date(s)	2026	2027
	20 July	18 January
	16 September	30 March
	19 November	26 May
		15 July

BOOK ONLINE »

WHO IS IT FOR?

This qualification gives adults aged 18+ the knowledge, confidence, and practical skills to support positive mental health in the workplace. It is designed for anyone who wants to understand mental health more deeply, recognise when colleagues may be struggling, and respond with empathy, active listening, and appropriate guidance. While especially valuable for line managers and HR teams, the training is suitable for any employee who wants to play a meaningful role in creating a safer, more supportive working environment.

PLEASE NOTE

This is a Certificated course (Qualsafe) This qualification is valid for a period of 3 years. The learner needs to retake the qualification before the certificate expiry date to remain qualified.

COURSE OVERVIEW

Learners gain a clear understanding of the importance of mental health, the responsibilities employers and employees share, and the range of common conditions that may affect colleagues. The course also provides practical Mental Health First Aid strategies that can be applied in real workplace situations, helping participants feel prepared to offer reassurance, signpost professional support, and contribute to early intervention.

By strengthening awareness and reducing stigma, this qualification helps organisations build a more open, inclusive culture where employees feel heard, supported, and better equipped to look after one another.

Qualsafe Level 3 Award in Mental Health First Aid in the Workplace Requalification (RQF)

Recognise and support mental health wellbeing

Duration	1 day	
Fees (+ VAT)	Member	£149.00
	Non-Member	£175.00
Start Date(s)	2026	2027
	6 August	26 January
	19 October	8 April
		19 July

BOOK ONLINE »

WHO IS IT FOR?

This qualification is for those over the age of 18, who have an interest in mental health first aid and would like to raise their awareness of mental health within the work environment and be able to actively listen and guide/ support work colleagues. Although this qualification is ideal for those who are line managers or work in the human resources department, any member of staff should be able to attend this qualification.

PLEASE NOTE

This is a Certificated course (Qualsafe) This qualification is valid for a period of 3 years. The learner needs to retake the qualification before the certificate expiry date to remain qualified. This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

- Understand Mental Health and its Importance
- Understand Roles and Responsibilities in Relation to Mental Health in the Workplace
- Understand a Range of Common Mental Health Conditions
- Know How to Implement Mental Health First Aid Strategies in the Workplace
- Understand How Employers Can Provide Support to Employees

Qualsafe Level 3 Award in First Aid at Work (RQF)

Lifesaving skills for responding to emergencies with confidence

Duration	3 days	
Fees (+ VAT)	Member	£341.00
	Non-Member	£401.00
Start Date(s)	2026	2027
	29 June	6 January
	13 July	22 February
	24 August	23 March
	8 September	5 April
	13 October	11 May
	2 November	7 June

RELATED COURSES

- First Aid Skills (Annual) Refresher
- Qualsafe Level 3 Award in First Aid at Work Requalification (RQF)

BOOK ONLINE »

WHO IS IT FOR?

Nominated personnel tasked with responding to accident or incident situations, where first aid needs to be administered swiftly and with confidence.

PLEASE NOTE

This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

- Role and responsibilities of the First Aider
- Assessing an incident
- Managing casualty situations:
  - unresponsive, in shock, choking
  - external bleeding, minor injury
- Automated External Defibrillator (AED) use
- Conducting a secondary survey
- Administering first aid to a casualty with:
  - bone/muscle/joint injuries
  - suspected head and spinal injuries
  - chest injuries, burns and scalds
  - eye injuries
  - sudden poisoning and anaphylaxis
  - a suspected major illness

Qualsafe Level 3 Award in First Aid at Work Requalification (RQF)

Keeping first aid skills current and relevant to emergency situations, now including AED

Duration	2 days	
Fees (+ VAT)	Member	£242.00
	Non-Member	£285.00
Start Date(s)	2026	2027
	22 July	11 January
	10 August	17 February
	3 September	15 March
	26 October	22 April
	12 November	24 May
	1 December	21 June

RELATED COURSES

- First Aid Skills (Annual) Refresher

BOOK ONLINE »

WHO IS IT FOR?

This course is for qualified First Aiders who are required to requalify within three years to retain the validity of their qualification, and to maintain the currency of their knowledge of changing approaches and techniques in delivering first aid.

PLEASE NOTE

This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

- Refresher; First Aider role and responsibilities
- How to assess an incident
- Recognise and manage casualties who are:
  - unresponsive, choking, bleeding, in shock
- Automated External Defibrillator (AED) use
- Managing a casualty with a minor injury
- Conducting a secondary survey
- Administering first aid to a casualty with:
  - bone/muscle/joint injuries
  - suspected head and spinal injuries
  - chest injuries, burns and scalds
  - eye injuries
  - sudden poisoning and anaphylaxis
  - a suspected major illness

Qualsafe Level 3 Award in Emergency First Aid at Work (RQF)

Learning the skills to support an emergency with confidence, now including AED

Duration	1 day	
Fees (+ VAT)	Member	£166.00
	Non-Member	£195.00
Start Date(s)	2026	2027
	10 July	5 January
	5 August	8 February
	15 September	11 March
	28 October	21 April
	9 November	17 May
	7 December	29 June

BOOK ONLINE »

WHO IS IT FOR?

This course is ideal for individuals who have been tasked with covering first aid in a low risk environment or for supporting qualified first aid staff in response to a first aid situation.

PLEASE NOTE

This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

- Role and responsibilities of the emergency first aider
- Assessing the incident
- Managing casualties in differing situations:
  - unresponsive, breathing/not breathing, using an Automated External Defibrillator (AED)
  - choking, shock and seizures, external bleeding
- Minor injuries

First Aid Skills (Annual) Refresher

Remaining competent within your role as a First Aider

Duration	1 half-day	
Fees (+ VAT)	Member	£145.00
	Non-Member	£171.00
Start Date(s)	2026	2027
	2 October	12 February
		11 June

RELATED COURSES

- Qualsafe Level 3 Award in First Aid at Work Requalification (RQF)
- Qualsafe Level 3 Award in Emergency First Aid at Work (RQF)

BOOK ONLINE »

WHO IS IT FOR?

Methods and techniques for dealing with emergency first aid situations are continually improving and evolving. Existing holders of a First Aid at Work or the Emergency First Aid at Work awards are advised to attend to refresh and align their skills to current practice.

PLEASE NOTE

This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

- Role of a first aider
- First aid kits and their contents
- Assessing the scene
- Primary Survey
- Administering first aid to a casualty who is unconcious/in seizure
- Cardiopulmonary resuscitation
- Administering first aid to a casualty in shock, wounded or bleeding
- Recovery position
- Treatment for the Choking Casualty
- Calling the Emergency Services

Safety Awareness for Employee Representatives

Your champions; the eyes and ears of your business in promoting positive safety behaviour

Duration		
Fees (+ VAT)	**Member**	**£**
	Non-Member	**£**
Start Date(s)	2026	2027

RELATED COURSES

- IOSH Working Safely
- Accident Investigation and Reporting

BOOK ONLINE »

WHO IS IT FOR?

This course offers a structured approach for those nominated as Safety Representatives in their role and with responsibility to contribute to safety at work.

PLEASE NOTE

This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

- Introduction to relevant legislation
- Health and safety management systems
- The company safety policy
- Being the eyes and ears – the Safety Representative role
- Consultation with employees
- Purpose of safety inspections, surveys and audits
- The importance of risk assessments
- Accident investigation
- The role of enforcement
- Hazard identification exercise

Safety, Health and Environmental Breakfast Briefing

Group sessions covering a variety of Health and Safety topics.

Duration	**3 hours**	
Fees (+ VAT)	**Member**	**£47.00**
	Non-Member	**£55.00**
Start Date(s)	2026	2027
	23 October	**23 April**

BOOK ONLINE »

WHO IS IT FOR?

Our breakfast briefings are designed for anyone responsible for Health and Safety or for shaping a positive safety culture in their organisation.

COURSE OVERVIEW

These briefings each focus on a different Health and Safety topic. Past subjects have included: Psychological Safety, CPR and Use of Defibrillators, Health & Safety Regulations Update and Occupational Road Risk.

ECITB CCNSG Safety Passport

Your national standard passport to working safely on a construction site

Duration	2 days	
Fees (+ VAT)	Member	£219.00
	Non-Member	£219.00
Start Date(s)	2026	2027
	27 July	4 January
	10 August	22 February
	14 September	15 March
	7 October	12 April
	4 November	4 May
	7 December	2 June

RELATED COURSES

- ECITB CCNSG Safety Passport Renewal

BOOK ONLINE »

WHO IS IT FOR?

Individuals who will be working on engineering construction sites and who need to hold the Engineering Construction Industry Training Board (ECITB)'s industry recognised standard of health and safety knowledge.

PLEASE NOTE

As ECITB set a fee cap of £185 per person, multiple booking discounts do not apply. PETA charge £17 per person, per day, for a two-course business lunch as reflected in the quoted fee. This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

- Risk assessment
- Confined space entry
- Excavations
- Permit to work systems
- Safe use of access equipment
- Working at heights
- Site transport
- Protecting the environment
- Fire safety
- Personal hygiene
- Safe lifting and manual handling
- Safe systems of work
- Asbestos
- Hazardous substances
- Work equipment and lifting operations
- Electricity and isolation
- Hand-arm vibration
- Noise

ECITB CCNSG Safety Passport Renewal

Renewing and retaining your passport to construction site safety

Duration	1 day	
Fees (+ VAT)	Member	£157.00
	Non-Member	£157.00
Start Date(s)	2026	2027
	14 August	15 January
	21 September	26 February
	9 November	1 April
		10 May
		1 July

BOOK ONLINE »

WHO IS IT FOR?

This course is for individuals holding the CCNSG Passport who are due for renewal (three years from the original passport achievement date), and who need to retain a current CCNSG Safety Passport.

PLEASE NOTE

As ECITB set a fee cap of £140 per person, multiple booking discounts do not apply. PETA charge £17 per person, for a two-course business lunch as reflected in the quoted fee. This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

- Legislation updates
- Root cause and impact of accidents
- Safe behaviours at work
- Point of work risk assessment (POWRA)
- Permits to work (PTW)
- RIDDOR
- Syndicate exercise: hazard spotting and job safety analysis

Controlling Contractors (incorporating CDM Regulations)

Safeguarding the integrity of health and safety practices by contractors

Duration	1 day	
Fees (+ VAT)	Member	£324.00
	Non-Member	£381.00
Start Date(s)	2026	2027
	17 September	22 March

RELATED COURSES

- IOSH Managing Safely
- NEBOSH National General Certificate in Occupational Health and Safety

BOOK ONLINE »

WHO IS IT FOR?

This course is for people tasked with briefing and managing contractors, to ensure compliance with Construction (Design and Management) Regulations 2015, which govern the legal compliance for commissioning construction works.

PLEASE NOTE

This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

- What constitutes a contractor?
- Health and safety law and statutory duties
- Selecting and managing contractors in practice
- Planning; risk assessment, safe systems of work
- Steps; prior to, during and on completion
- General management duties applying to construction projects
- Additional duties; CDM Regulations
- Duties relating to health and safety on construction sites
- Liabilities, enforcement in respect of fire, transitional provisions
- Pre-construction information
- Construction phase plan
- Health and safety file
- Competence and training

Asbestos Awareness

Understanding asbestos – a danger to long term health and wellbeing

Duration	1 half-day	
Fees (+ VAT)	Member	£151.00
	Non-Member	£178.00
Start Date(s)	2026	2027
	27 November	21 May

RELATED COURSES

- Qualsafe Level 2 Award in Principles of Risk Assessment (RQF)
- Controlling Contractors (incorporating CDM Regulations)

BOOK ONLINE »

WHO IS IT FOR?

Over 5000 deaths are attributed to asbestos related illness each year. This course introduces managers, supervisors and staff, building maintenance, facilities managers and those responsible for contractors, to the regulations that apply if managing asbestos in the workplace.

PLEASE NOTE

This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

- What is asbestos?
- Health effects of exposure
- Where can it be found?
- Regulations controlling working with asbestos:
- The duty to manage
- Action to take if you discover asbestos
- Protection against the risks

Fire Wardens

Quick and calm evacuation in a fire or an emergency

Duration	1 half-day	
Fees (+ VAT)	Member	£151.00
	Non-Member	£178.00
Start Date(s)	2026	2027
	26 June	22 January
	16 October	16 April
		9 July

RELATED COURSES

- IOSH Working Safely

BOOK ONLINE »

WHO IS IT FOR?

This course gives employees the practical confidence to handle fire extinguishers safely on-site, equipping them with real, hands-on experience that can support a safe exit in an emergency. Delegates also learn how to act as effective fire wardens, identifying risks early, supporting a fast and orderly evacuation, and helping protect people and property.

PLEASE NOTE

This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

The course covers:

- Practical experience in the safe use of a fire extinguisher
- Fire chemistry and how fires spread
- Causes and classes of fire
- Heat and ignition sources
- Methods of fire extinction and fixed firefighting equipment
- Emergency escape planning and effective evacuation
- A fire warden's duties during an incident
- Hazard spotting and risk reporting
- Conducting drills, exercises and evacuation tests

Accident Investigation and Reporting

Reduce costly accidents or incidents with effective investigations

Duration	1 day	
Fees (+ VAT)	Member	£324.00
	Non-Member	£381.00
Start Date(s)	2026	2027
	11 September	12 March

RELATED COURSES

- Qualsafe Level 2 Award in Principles of Risk Assessment (RQF)
- Qualsafe Level 3 Award in Emergency First Aid at Work (RQF)

BOOK ONLINE »

WHO IS IT FOR?

Designed for those involved in an accident investigative process, this course will present a structured approach to handling an investigation competently, sensitively and in compliance with legal frameworks.

PLEASE NOTE

This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

- The language of investigation
- Accident statistics and costs
- The clear case for investigating and reporting
- Legal requirements – Common and Statute Law
- Accident causation
- Accident investigation techniques
- RIDDOR 2013 and accident reporting
- Monitoring and reviewing performance

Display Screen Equipment (DSE) Assessor

Reducing sickness absence from head, neck, arms, wrists and back

Duration	1 half-day	
Fees (+ VAT)	Member	£151.00
	Non-Member	£178.00
Start Date(s)	2026	2027
	20 August	9 April
	4 December	

RELATED COURSES

- Qualsafe Level 2 Award in Principles of Risk Assessment (RQF)
- IOSH Managing Safely

BOOK ONLINE »

WHO IS IT FOR?

Staff designated with the responsibility for setting up workstations or conducting Display Screen Equipment (DSE) risk assessments to educate them in promoting employee wellbeing when using desktop or laptop computers.

PLEASE NOTE

This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

- What is display screen equipment?
- Who might be a user?
- An overview of the legal requirements
- Ergonomics; posture and breaks
- Equipment; mouse, keyboard, screen
- Environment; lighting, position
- The DSE risk assessment in practice
- Video and discussion

Electrical Equipment Testing [PAT]

Practical testing skills to support your appliance monitoring

Duration	1 half-day	
Fees (+ VAT)	Member	£151.00
	Non-Member	£178.00
Start Date(s)	2026	2027
	17 July	8 January
	24 September	18 March
	17 November	6 May
		23 July

RELATED COURSES

- Qualsafe Level 2 Award in Principles of Risk Assessment (RQF)
- IOSH Working Safely

BOOK ONLINE »

WHO IS IT FOR?

Electrical Equipment Testing (EET) is an essential part of electrical work equipment safety and this course offers the knowledge and practical skills for people tasked with conducting Electrical Equipment Testing.

PLEASE NOTE

This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

- Safely working with electrical equipment
- Legal aspects that apply
- Roles and responsibilities
- Types and classes of portable appliance equipment
- Introduction to the test equipment
- User checks and visual inspections
- Practical exercises in the use of testing equipment
- Keeping records

Manual Handling Awareness

Protecting the backbone of your business

Duration	1 half-day	
Fees (+ VAT)	Member	£151.00
	Non-Member	£178.00
Start Date(s)	2026	2027
	21 August	11 February
	23 November	7 May

RELATED COURSES

- Qualsafe Level 2 Award in Principles of Risk Assessment (RQF)

BOOK ONLINE »

WHO IS IT FOR?

This half day course is ideally suited to anyone who carries out tasks involving lifting or moving and is relevant for those supervising manual handling operations so that they can guide in best practice and reduce the potential for incidents or accidents.

PLEASE NOTE

This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

- What constitutes manual handling
- How the human body works in relation to manual handling
- Types of injuries and accident rates
- Assessing the task and situation; selecting the right method
- Applying regulations and best practice
- Manual Handling Operations Regulations 1992

Working at Heights

A head for heights and a mind for safety

Duration	1 half-day	
Fees (+ VAT)	Member	£151.00
	Non-Member	£178.00
Start Date(s)	2026	2027
	13 August	12 February
	24 November	18 May

RELATED COURSES

- Controlling Contractors (incorporating CDM Regulations)
- IOSH Working Safely

BOOK ONLINE »

WHO IS IT FOR?

This course provides solid guidance to those who work at height, manage others working at height or who are required to conduct risk assessments.

PLEASE NOTE

This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

- Overview of The Work at Height Regulations 2005
- Implications and consequences of unsafe practice
- Understanding the risk
- Height of the task
- Duration and frequency
- Condition of the surface being worked on
- Hazards
- Selection of work equipment:
- Right equipment for the task
- Protective equipment (PPE)
- Ladder safety
- Stepladders - care and maintenance
- Mobile access towers - basic guidance
- Working platforms
- Fragile surfaces
- Falling objects
- Planning and inspections
- Working on roofs
- The last line of defence - fall arrest/restraint

Racking Safety Awareness

Racking inspections - the towering strength in your materials storage

Duration	1 half-day	
Fees (+ VAT)	Member	£151.00
	Non-Member	£178.00
Start Date(s)	2026	2027
	23 October	5 February
		11 June

RELATED COURSES

- IOSH Working Safely
- Manual Handling Awareness
- Qualsafe Level 2 Award in Principles of Risk Assessment (RQF)

BOOK ONLINE »

WHO IS IT FOR?

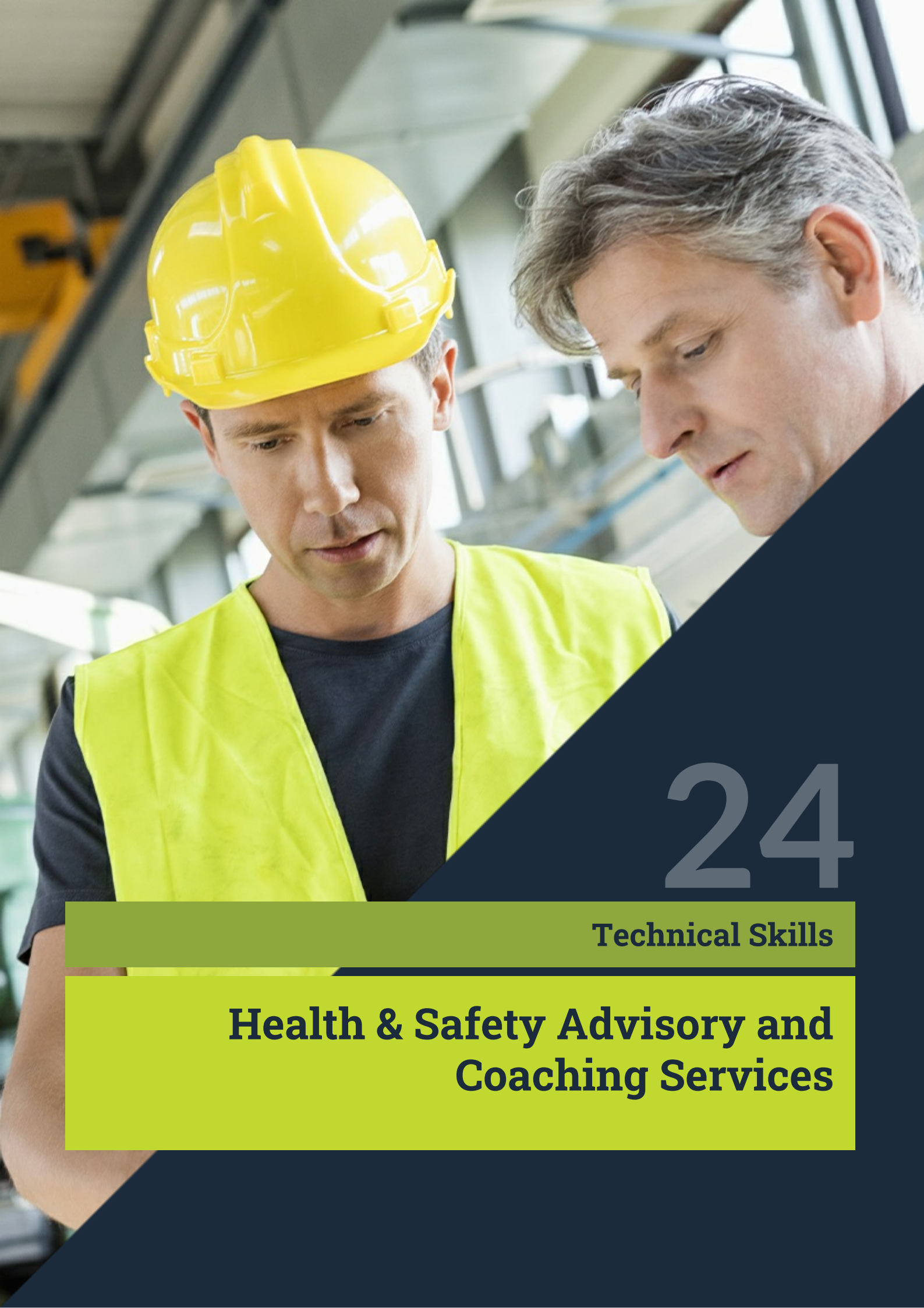
This course is for lift truck operators, supervisors or managers of warehousing environments, or those who are required to complete risk assessments and safety inspections of racking.

PLEASE NOTE

This course specification has been put together to achieve the key learning aims appealing to a broad range of customers. PETA are able to use this course as the basis of a bespoke programme if you would like the learning outcomes to be specific to your organisation. Contact us for more information on our bespoke training options.

COURSE OVERVIEW

- Racking inspection legislation
- Types of inspection
- Inspection frequency and records
- Differing storage systems requirements
- Ancillary equipment
- Responsibilities; supplier and end user
- Different levels of risk and how to manage the risk
- What to look for during the inspection
- Loading configurations
- Action points and corrective measures



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Technical Skills

Health & Safety Advisory and Coaching Services

Health, Safety and Environment Support Services

Balancing legal compliance with every day issues can be a challenge for any business. Changing legislation compounded by limited time to revise policy and practice can leave your health, safety and environmental systems falling short of what your business requires.

We offer a range of practical support services that can be accessed on a long-term or short-term basis either as part of a project or as ad-hoc support. The following examples are some of the most popular areas of support requested.

SAFETY HEALTH CHECK

A brief, 2-hour snapshot offering a starting point to help you improve your health and safety systems.

GAP ANALYSIS

A review of current health and safety management systems to identify areas for improvement and compliance.

SYSTEMS AUDITS

An audit of operational effectiveness on a plan, do, act, check model, identifying health and safety gaps and highlighting improvement opportunities leading to the development of an action plan.

SAFETY INSPECTIONS

An in-depth inspection of specific activities, equipment or areas and defining the risks and measures required to raise levels of health and safety practice.

RISK ASSESSMENTS (E.G. FIRE OR COSHH)

A new risk assessment or review of existing assessment results to ensure they remain compliant and relevant to the activities being conducted.

SAFE SYSTEMS OF WORK, POLICY AND PROCEDURES

A review to develop your management systems, raise standards and support your internal and external strategies, (e.g. achieving ISO 45001 or ISO 14001 certification.)

INDUCTION, TOOLBOX TALKS AND BRIEFINGS

Delivery of training and updates to new or existing employees to educate and inform as to health, safety and environmental best practices.

INCIDENT AND ACCIDENT INVESTIGATION

Helping you follow the right steps in the case of an incident or accident to reduce the potential for re-occurrence.

Safety Advisory Services

Our dedicated safety professionals are on hand to provide the support you need, when you need it. Each service is tailored to deliver hands-on support in everyday health, safety and environmental issues and offer:

- A dedicated resource focused on a specific task with no distractions
- Cost effective and flexible delivery
- A result driven service with clear objectives defined right from the start

Our commitment is to deliver support that cuts through the red tape that often brings confusion, misinterpretation and leads to valuable time to being wasted.

Our goal is to promote the value of good health, safety and environmental management, guiding you and your employees towards implementing steps that add value to your business and employee wellbeing.

In your initial consultation meeting, your dedicated consultant will have the opportunity to match your needs to the most appropriate service suited to your business. The options for this are detailed below.

ANNUAL SAFETY SUPPORT CONTRACT

Offering three annual contract options, our Silver, Gold or Platinum service enables you to select the best level of support to meet your needs. Each package combines a set of deliverables conducted over 8, 12 or 18 days per year:

- Initial gap analysis
- Health and safety policy/arrangements review
- Review of risk assessments
- A series of scheduled visits to conduct a range of health and safety related actions
- Briefings and/or toolbox talks
- Open course discount voucher(s)
- Free attendance to breakfast briefings at PETA (1 to 2 places)

Silver (8 Days)

Gold (12 Days)

Platinum (18 Days)

AD-HOC SUPPORT

What do you do when something occurs such as an incident or inspection and you need some extra support for a short time?

Our Safety Advisory service is extremely flexible, offering short notice support charged at a minimum of 2 hours fee.

Member £121.00 per hour + VAT
Non-Member £142.00 per hour + VAT

CONSULTANCY PROJECTS

There are occasions when a project arises and the resources are simply not available for the successful completion in-house. This is where one of our safety advisers can undertake the project for, or with you

Member from £930 per day + VAT
Non-Member from £1,098 per day + VAT

Safety Advisory Services

Our dedicated safety professionals are on hand to provide the support you need, when you need it. Each service is tailored to deliver hands-on support in everyday health, safety and environmental issues and offer:

- A dedicated resource focused on a specific task with no distractions
- Cost effective and flexible delivery
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- Open course discount voucher(s)
- Free attendance to breakfast briefings at PETA (1 to 2 places)

Silver (8 Days)

Gold (12 Days)

Platinum (18 Days)

AD-HOC SUPPORT

What do you do when something occurs such as an incident or inspection and you need some extra support for a short time?

Our Safety Advisory service is extremely flexible, offering short notice support charged at a minimum of 2 hours fee.

Member £105.00 per hour + VAT
Non-Member £124.00 per hour + VAT

CONSULTANCY PROJECTS

There are occasions when a project arises and the resources are simply not available for the successful completion in-house. This is where one of our safety advisers can undertake the project for, or with you

Member from £58 per day + VAT
Non-Member from £1,131 per day + VAT

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Essential Information

Essential Information

PETA Course Booking Terms and Conditions

Our aim is to make your training experience with us as comfortable and pleasant as possible. Call 023 9253 8700 or email enquire@peta.co.uk for help with booking your courses.

Here is some key information to guide you.

WHEN DO THE COURSES START AND FINISH?

Most courses commence at 9.15 am and coffee and registration take place from 8.45 am. Typically, courses finish at 4.30 pm. Lunch is usually between 12.30 pm and 1.30 pm. Refreshments are provided mid-morning, lunch time and mid-afternoon.

WHAT IF I AM DISABLED OR HAVE SPECIAL NEEDS?

We are committed to offering courses and facilities that respect differing needs and are accessible to all. If you do have a requirement, please contact us and we will explore with you how best to support your specific needs.

WHAT DO I NEED TO BRING WITH ME?

Your joining instructions (sent approximately two weeks prior to the course), will explain details of venue, start time, car parking facilities and information about what you need to bring with you. We do encourage individuals to consider their traveling arrangements to minimise the impact on the environment.

FEES

All fees listed in the Directory are subject to VAT and (unless otherwise stated) include refreshments, lunch (for courses of one day or more) and all training materials. When booking your course, please be sure to familiarise yourself with our terms which are detailed on the reverse of the booking forms.

HOW TO PAY

You can book and pay online at www.peta.co.uk. Members will be invoiced on commencement of a service unless otherwise agreed. Payment is required 30 days from date of the invoice.

Non-Members are required to pay at the time of booking and can pay online, by credit card or by bank transfer. However, payment must be received PRIOR to service commencement. If a purchase order is required, please quote the number on your booking form.

HOW TO MAKE A COURSE BOOKING

- Online: www.peta.co.uk
- Telephone: 023 9253 8700
- Email: enquire@peta.co.uk

REGISTRATION FEES

Registration fees for accredited programmes are not refundable or transferable.

TRANSFERS AND CANCELLATIONS ESSENTIALS

First transfer and cancellation fees

Substitutions may be made at any time up to the start of the course. Transfers and late cancellations will, however, incur the following charges based upon the time of receipt of written notification prior to the course commencement date.

Working Days	Substitutions	Transfers	Cancellations
11-15	**Free**	**Free**	**25% Fee**
6-10	**Free**	**25% Fee**	**50% Fee**
Less than 6	**Free**	**50% Fee**	**Full Fee**

Delegates who fail to attend will be charged the full fee.

PETA CANCELLATION

In the event of cancellation for any reasons whatsoever or howsoever by PETA Ltd, the limit of PETA's liability shall be to use its best endeavours to give notice of such cancellation and no further.

CONTACT US

Any questions you would still like to ask PETA?

Call us on 023 9253 8700 or e-mail enquire@peta.co.uk

PETA
ASPIRE TO LEARN • APPLY TO ADVANCE

SUPPORT SERVICES

- Safety, health and Environment
- Training and HR
- ICT Applications Support
- Business Improvement
- Coaching Services

Book your training online at:

- www.peta.co.uk
- enquire@peta.co.uk
- 023 9253 8700

PETA Limited is an equal opportunities provider of training and welcomes all sections of the community.

PETA Management and Training Conference Centre
One Access Point, Northarbour Road
Portsmouth, Hampshire, UK PO6 3TE

APPRENTICESHIPS

- Apprenticeship Levy Managed Service
- Business
- Management
- IT and Digital
- Engineering

OPEN COURSES

- Management and Leadership
- Personal Development
- Business Improvement and Quality Management
- Customer Service and Sales
- HR Training
- Computer Applications, Software and Infrastructure
- Safety, Health and Environment
- Lift Truck and Mechanical Handling
- Engineering Skills